

CHAPTER 1

GENERAL INFORMATIONA. PURPOSE

This manual assigns responsibilities and prescribes the procedures to be followed in implementing DoD Directive 5160.65 and the Secretary of the Army Charter for the **SMCA**. It applies to the DoD Components as defined in these documents.

B. DEFINITIONS

Definitions, acronyms, and abbreviations are listed in the front of this manual, immediately following the Table of Contents.

C. POLICY

The detailed guidance in this manual reflects agreements by the Military Services in implementing DoD Directive 5160.65. These agreements, known collectively as the SMCA JCAPPS, are negotiated and updated by the JOCG under the auspices of the JLC. Changes to the JCAPPS shall be shown as changes to the appropriate chapters of this manual. If differences occur between the approved **JCAPPS** and this manual, the SMCA and the Military Services shall use the JCAPPS.

D. MISSION

The SMCA mission, as specified in DoD Directive 5160.65, is to meet the following objectives:

1. Integrate conventional **ammunition** logistics functions of the Military Departments to the maximum extent practicable, thereby eliminating unwarranted overlap and duplication.
2. Achieve the highest possible degree of efficiency and effectiveness in the DoD operations required to provide top quality conventional ammunition to U.S. Armed Forces during peacetime and mobilization.
3. Maintain an integrated production and logistic base **to** meet peacetime, surge, and mobilization requirements for assigned **ammunition**.

E. ORGANIZATION

1. Designation of the **SMCA**. The Secretary of the Army is assigned the SMCA mission within the Department of Defense with the power to redelegate, within the Army, the necessary authorities to perform the SMCA mission.

2. The U. S. Army SMCA Organization. Army has delegated authority for execution of the SMCA operations to the **CG, AMC**. The CG, MC, by direction and authority of the Secretary of the Army's Charter for SMCA, has designated the AMC Deputy **CG** for Materiel Readiness as **the** EDCA. The EDCA is tasked to oversee the **SMCA** mission and advise the CG, AMC, on the conduct of SMCA field operations. Additional delegations of SMCA authorities are as follows:

a. A jointly staffed Office of the EDCA. The Office **of the** EDCA is the SMCA focal point in the NCR and implements EDCA responsibilities for conducting the SMCA mission.

b. **AMCCOM** is the **SMCA's** principal field operating organization.

c. **DESCOM** performs SMCA depot operations as directed by the SMCA's principal field operating organization. These depot operations include:

(1) Receipt, storage, and issue.

(2) Maintenance.

(3) Demilitarization and disposal.

d. Other AMC activities designated by the CG, AMC, under the authorities delegated by the Secretary of the Army.

3. The **JOCG**. The JOCG is chartered by the JLC to jointly review all activities within its purview which involve development, production, or support of ordnance systems, subsystems and components. This group is tasked to identify programs or projects for joint sponsorship or management and **implement** or **recommend** for implementation those that meet selection criteria. The group is the approval authority for all JCAPPS governing **inter-Service** functional responsibilities.

F. RESPONSIBILITIES

1. The Executive Director for Conventional Ammunition shall:

a. Act as the executive agent for all SMCA operations.

b. Operate a direct channel with the DoD Components in the NCR (**logistics** commands and higher levels) for communication, coordination, collaboration, and support.

c. Develop coordinated plans to accomplish established goals and implement objectives and initiatives.

d. Work with the DoD Components in the NCR to resolve issues arising from interpretations of DoD Directive 5160.65, this manual,

related implementing documents, and other aspects of SMCA operations that cannot be resolved at the operating command level.

e. Develop a basis for planning, executing, controlling, and measuring qualitative and quantitative accomplishments.

f. Submit an annual report on execution of the SMCA mission, with particular emphasis on measurable accomplishments, problem areas, and required actions.

2. The Commanding General, U.S. Army Armament, Munitions and Chemical Command shall:

a. Execute the SMCA mission at the field operating level according to the requirements of this manual.

b. Establish management controls for the SMCA field operating mission and report on the performance of that mission and on such command and management matters as merit the attention of the EDCA.

c. Support the DoD Components **in** those responsibilities not delegated to the SMCA as requested by the DoD Components.

3. The Joint Ordnance Commanders Group, in support of its conventional ammunition responsibilities, as directed by the Joint Logistics Commanders, shall:

a. Develop uniform and, to the extent practicable, standard conventional ammunition policies and procedures for implementing the SMCA mission and functions, as well as the conventional ammunition missions and functions retained by the Military Services.

b. Maintain effective, continuing coordination and integration of joint conventional ammunition efforts.

c. Promote efficiency, effectiveness, and economy in ammunition programs and activities.

d. Promote improvements in the ammunition management decision making process.

e. Establish an organizational structure to carry out its mission.

f. Provide policy directions for accomplishment.

g. Approve the annual program plan.

h. Approve studies and other reports developed by JOCG activities and, as appropriate, direct or **recommend** implementing actions.

i. Approve **JCAPPS** developed by JOCG activities.

G. ORGANIZATIONS AND MEMBERSHIP OF THE JOCG

1. The JOCG organizational structure is identified in figure 1-1. Membership to the JOCG is designated in its charter as being the **Commanders** of the US Army Armament Munitions and Chemical **Command** (AMCCOM), US Naval Sea Systems Command (NAVSEA), Air Force Logistics Command (AFLC), Ogden Air Logistics Center (OO-ALC), Air Force Systems **Command** (AFSC) Armament Division (AD), and the Commandant, US Marine Corps, Logistics Materiel Division.

2. The JOCG has appointed the Chief of the **AMCCOM** Joint Activities Office (**AMSMC-JS**) as their Executive Director who serves as the central point for interface of all JOCG activities.

3. The JOCG has also established an Executive Committee comprised of senior managers from each member's staff.

4. The JOCG has approved a number of subgroups each of which has an assigned mission and taskings within a specific area of responsibility, whether it be development or logistics support, for all aspects of munitions and armament that comprise the JOCG ordnance mission.

5. The JOCG has approved a Handbook for JOCG Operations that describes the JOCG organization and the administrative practices to be followed in support of the **JOCG**.

H. HOW TO MAKE CHANGES TO THIS MANUAL

1. Developing JCAPPS

a. The JOCG **shall** collaborate in developing and maintaining JCAPPS implementing their SMCA and **non-SMCA** functions and relationships according to the following policies:

(1) The SMCA is responsible for internal policies and procedures implementing the responsibilities, functions, and relationships assigned.

(2) The Military Services are responsible for internal policies and procedures implementing the responsibilities, functions, and relationships assigned to and retained by them.

(3) Neither the SMCA nor the Military Services have veto authority over another Military Service's internal implementing policies and procedures.

JOCG ORGANIZATION

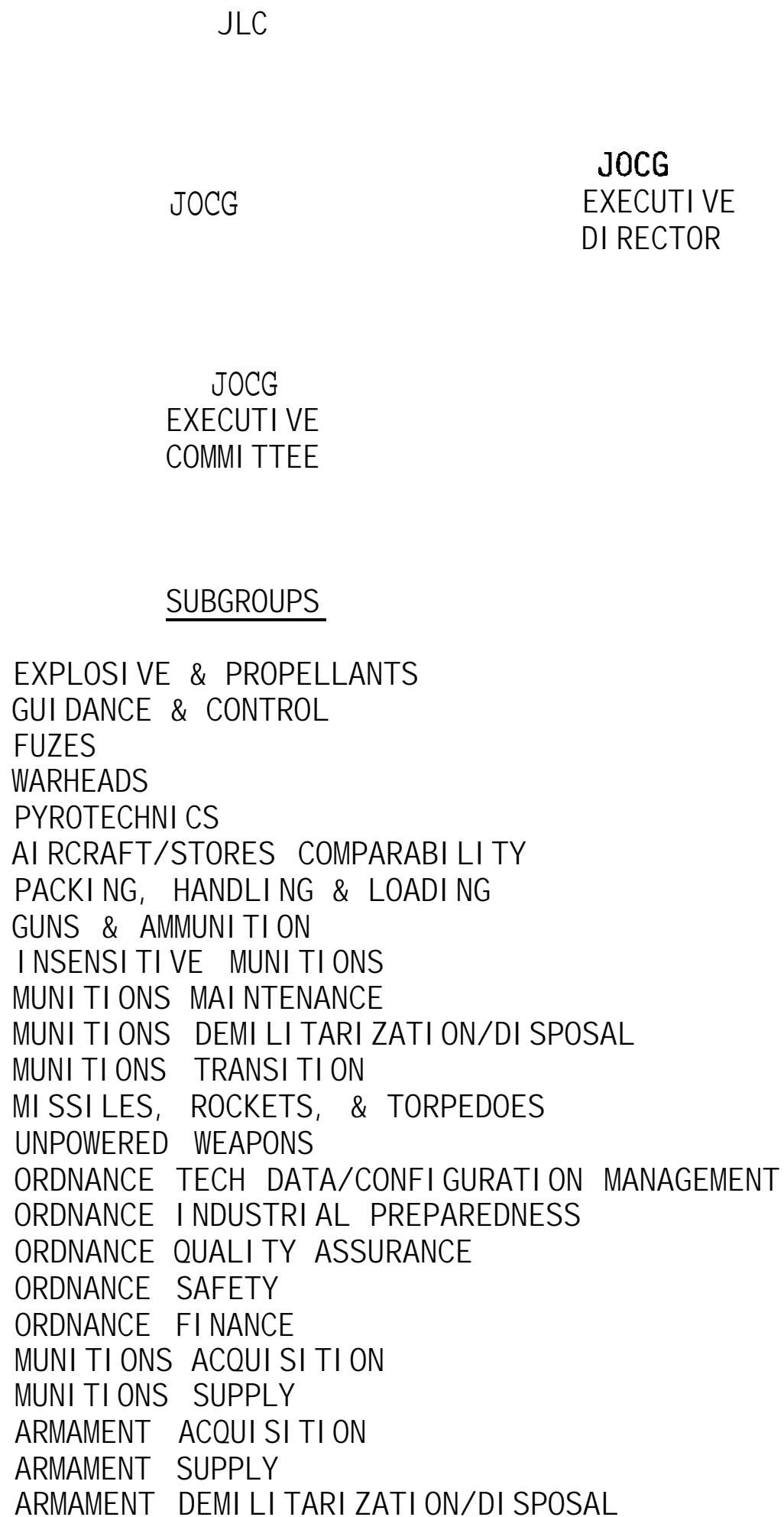


Figure 1-1. Organizational Structure.

(4) Commanders or their designated representatives appointed to the JOCG approve **JCAPPS** and resolve matters referred to them by subordinate groups.

b. The JOCG and its subordinate groups shall initiate, staff, review, and approve JCAPP changes according to the Handbook for JOCG Operations and the following instructions:

(1) Initiate and format proposed changes to draft or existing **JCAPPS** as shown in the Handbook for JOCG Groups.

(2) In staffing proposed changes to JCAPPs, follow the instructions in the Handbook for **JOCG** Operations and the following:

(a) Service JOCG-EC members ensure new or revised JCAPPs are staffed in their respective Military Services, with other affected **JOCG** subgroups, and with other affected DoD Components before submitting them to the JOCG for approval.

(b) Evidence that staffing has been completed and agreement reached shall be shown by a signed agreement to that effect. Only then can the proposed change be submitted, through the **JOCG/EX** to the JOCG for approval.

(c) Concurrence with reservations, or nonconcurrence in whole or part, shall be indicated in the submittal.

(3) If it is determined that a proposed JCAPP will have a significant cost impact, the sponsoring JOCG Subgroup shall submit a cost and economic analysis.

(4) New or changed JCAPPs are effective after JOCG approval and on the approved implementation date, even if this manual has not yet been updated to reflect the change. The proposed implementation date shall be **based** on the assessment of the organization(s) affected by the change in terms of either:

(a) The availability of resources within the current funded program, or

(b) The earliest date provision can be made for resources based on PPBS cycles.

(5) Authentication of approved JCAPPs is done as follows:

(a) After verifying that staffing is complete (sub-paragraph H.1.b.(2)(b) above), the **JOCG/EX** prepares a joint agreement for signature by JOCG members. If a JOCG meeting is scheduled within 30 days, the joint agreement may be signed at the meeting. Otherwise, the

JOCG/EX transmits the joint agreement to the JOCG-EC members at their duty locations to obtain their JOCG member's signature.

(b) The JOCG signatures to any given joint agreement are determined by the nature of the agreement, but will include at least the principal members shown in subsection G.I., above.

(c) If a nonconcurrence occurs, the JOCG/EC shall meet in an attempt to resolve the differences. If they do not succeed, the matter shall be presented to the JOCG for resolution or further direction.

2. Including Approved JCAPPS as Changes to This Manual

a. The JOCG shall send approved JCAPPS to the EDCA (EDCA/AMXED-RP, 5001 Eisenhower Avenue, Alexandria, VA 22333-0001) for inclusion in the manual.

b. The EDCA shall coordinate and publish changes according to DoD 5025.1-M.

I. DEVIATIONS FROM THE REQUIREMENTS OF DOD DIRECTIVE 5160.65 AND THIS MANUAL

Unusual circumstances may compel organizations to request waivers from specific provisions of DoD Directive 5160.65 or this manual. Organizations should submit such requests through their functional chain of command with full narrative justification and explanation of impacts that would result from disapproval. This section details the procedures for processing waiver requests.

1. Forwarding Requests for Waivers. Field requests for waivers are evaluated for technical merit by the Military Services' HQ, which forward their **recommendations** for approval or disapproval to the EDCA.

2. Evaluating Requests for Waivers. The EDCA evaluates each waiver request in the light of the Military Services' recommendation, accomplishes any necessary coordination with other Military Services, the JOCG, and with appropriate elements of the SMCA functional chain of command. Any required coordination with Navy, Air Force, and Marine Corps HQ and the JOCG is conducted by the EDCA through established points of contact.

a. If the waiver request impacts policy (see DoD Directive 5160.65), the EDCA forwards a recommendation for approval or disapproval through the **ASA(RDA)** to **OSD(P&L)**, providing an information copy to the Military Service that originally provided the request to **EDCA**. Information copies of the EDCA recommendation are also provided to all organizations with which the EDCA staffed the request according to paragraph 2. The **OSD(P&L)** decision on the waiver request is provided to the same organizations upon receipt.

b. If the waiver request impacts only execution (DoD 5160.65-M), the EDCA decides on approval or disapproval and notifies **OSD(P&L)** through the **ASA(RDA)**, the originator, and all coordinating organizations of the decision.

3. **Managing Active Waivers.** The EDCA maintains the central SMCA file of all active waivers of provisions of DoD Directive 5160.65 and DoD 5160.65-M. Waivers effective for a specific time are removed from the file on the expiration date and all affected organizations are notified. The EDCA reviews the entire active waiver file annually for the following purposes:

a. To determine if the reason(s) for each waiver remains valid and, if not, to notify all affected organizations of its termination.

b. To determine if DoD Directive 5160.65 should be changed to reflect the change in policy represented by any waiver and, if so, to propose a recommended change to the **OSD(P&L)**.

c. To determine if DoD 5160.65-M should be changed to reflect the change in procedure represented by any waiver and, if so, to propose a **recommended** change to the **JOCG**.

J. **REPORTING REQUIREMENTS (INFORMATION REPORTING)**

The information requirements in this manual are assigned RCS Numbers as follows:

1. Conventional Ammunition Acquisition Plan is assigned RCS **DD-MIL(AR)1684**.

See page 6-3, DD Form 2358.

2. Request for Initial or Amended Shipping Instructions is assigned RCS **DD-MIL(AR)1685**.

See page 6-19, DD Form 2352.

3. Notification of Excess is assigned RCS **DD-MIL(AR) 1686**.

See page 7-59, DD Form 2359.

4. Hazardous Component Safety Data Statement is assigned RCS **DD-MIL(AR) 1687**.

See Page 11-21, DD Form 2357.

5. Conventional Ammunition Demilitarization and Disposal Technology Description is assigned RCS **DD-MIL(AR)1688**.

See page 13-15, DD Form 2360.

6. SMCA Mobilization Movement and Production Requirements is assigned RCS **DD-MIL(AR)1689**.

See page 3-30, DD Form 2361.

7. Foreign Military Sales (FMS) Price and Availability -
Conventional Ammunition is assigned RCS DD-MIL(AR)1690.
See page 14-34, DD Form 2353.

8. Foreign Military Sales Renovation - Conventional Ammunition is
assigned RCS DD-MIL(AR)1691.
See page 14-39, DD Form 2354.

9. Foreign Military Sales Funded Costs and Authorized Surcharges -
Conventional Ammunition is assigned RCS DD-MIL(AR)1692.
See page 14-43, DD Form 2355.